

THE

STATUTES AND LAWS

OF

HARVARD COLLEGE.

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CAMBRIDGE:

METCALF AND COMPANY,

PRINTERS TO THE UNIVERSITY.

1854.



THE  
STATUTES AND LAWS

OF THE

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*Harvard University*

UNIVERSITY AT CAMBRIDGE,

AS REVISED AND ADOPTED BY THE CORPORATION  
ON THE 10TH OF JUNE,

AND

CONCURRED IN BY THE OVERSEERS ON THE  
17TH OF SEPTEMBER, 1848.

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SECOND EDITION.

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## PREFACE.

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THE last general revision of the Laws of the University took place in 1825, after a very protracted and laborious examination. On this occasion many important changes were made in the laws, of which an edition, as revised, was published in that year. Another edition, with some slight changes, was published in 1826, and still another in 1828. Since then there has been no publication of all the laws of the University, and they may be considered, at this time, as out of print.

On the 17th May, 1832, President Quincy informed the Corporation that "a new edition of the statutes and laws would be requisite, and suggested the expediency of a new arrangement of the laws, and some modifications of them :

"Whereupon, it was voted, that

"The President be a committee for the above purpose."

On the 19th of July, President Quincy reported a selection from the general laws, under the title of "Statutes and Laws of Harvard University relative to Undergraduates" ; which was read and adopted by the Corporation on the same day. Such portions of the previously existing laws as were deemed to relate to the same matters were at the same time repealed. On the same day (19th of July, 1832) the newly adopted code of laws was laid before the Overseers and referred to a committee of that body, with instructions to report at the next meeting. At that meeting (23d of August, 1832), no report having been made by the Committee, they were discharged from the farther consideration of the subject; and the Revised Statutes and Laws as adopted by the Corporation were concurred in, with one slight amendment, by the Overseers.

To this selection of laws and statutes relating to undergraduates, thus adopted by the Corporation and Overseers, were subsequently added the "Orders and Regulations of the Faculty of Harvard College," forming together the pamphlet edition of the laws, placed in the hands of students when admitted to the College. This pamphlet has been more than once reprinted. The last edition of the first

portion — that is, “The Laws of Harvard University relative to Undergraduates” — bears date in 1845; and the last edition of the “Orders and Regulations of the Faculty of Harvard College” bears date in 1847.

The selection above described, and the repeal of a considerable part of the laws previously existing, seemed to render a revision and a republication of the residue necessary. Accordingly, on the 19th of June, 1834, it was voted by the Corporation, that “the President be authorized to have printed those College laws which do not relate particularly to Undergraduates.” In pursuance of this authority, a pamphlet was prepared by President Quincy, and printed in 1834, under the title of “Statutes and Laws of the University in Cambridge, Massachusetts.”

This collection was a revision as well as a selection of the laws, and consequently required for its adoption the action of the two boards of the College Government. It does not appear whether it was adopted by the Corporation. It was never submitted to the Overseers, and only those portions of it, therefore, possess the force of law which belong to the body of laws as previously existing. This pamphlet, though printed, was never published.

Nothing farther was done for several years in reference to a revision of the laws. At length, on the 12th of September, 1846, the President was requested, by a vote of the Corporation, “to consider and ascertain the present state of the College laws, and to make report.” This vote of the Corporation was understood to contemplate a complete revision of the statutes and laws of the University.

In pursuance of this order, on the 27th of November of the last year, a revised code of laws was reported by the President to the Corporation, and by them ordered to be privately printed, with a view to its consideration by the two Boards. At the following meeting, on the 27th of December, it was laid before the Corporation in a printed form. It was ordered by the Corporation, at the same time, that a printed copy should be furnished to each member of the College Faculty and to the Faculty of each Professional School, with the request that they would submit to the Corporation, in writing, such remarks as they might think proper to make on any part of the proposed code.

On the 15th of January, of the present year, the revised code, as reported by the President, was, in connection with the remarks of the members of the Faculties, taken up for consideration by the Corporation, at a special meeting



called for this purpose, and it was farther considered at several adjourned meetings in the course of the winter and spring of 1848. Sundry amendments were adopted by the Corporation; and on the 23d of May, 1848, the revised code was ordered to be printed, as amended at that and the preceding meetings of the Board. Farther amendments were adopted at the meeting of the Corporation on the 27th of May, and on the 10th of June last the following orders were passed:—

“Voted, That the Revised Laws of the College as submitted at the last meeting be adopted by the Board, and it was ordered that the same be signed and certified by the Secretary.

“Voted, that the President be requested to lay the laws as adopted before the Board of Overseers, that they may concur in the same if they see fit.”

Accordingly, on the 20th of July, the Laws, as revised, were laid before the Overseers, and by them referred to a committee. On the 17th of August, at an adjourned meeting of the Overseers, the subject was farther considered; and on the 17th of September, at a special adjournment of the Board, the Overseers concurred with the Corporation in the adoption of the Laws as revised, with the exception of one paragraph, which was indefinitely postponed.

The doings of the Overseers having been reported to the Corporation on the 21st of September last, it was ordered by that Board, that the Revised Statutes and Laws as enacted by the Corporation and Overseers should be printed, under the direction of the President and Dr. Walker.

The following edition has been accordingly prepared, and the Regulations of the College Faculty as recently amended have been subjoined, for the use of the Undergraduates.

EDWARD EVERETT.

*Cambridge, November 16, 1848.*

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A new edition of the Statutes and Laws of the University being required for distribution among the students, they are here reprinted, with no other alterations than those required by the change in the Board of Overseers, and by the modification which has been made by the proper authorities in Articles 38 and 48.

*Cambridge, April 25, 1854.*





# LAWS OF THE UNIVERSITY.

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## CHAPTER I.

### *General Organization and Government.*

1. It is declared by the Constitution of the State to be the duty of legislatures and magistrates, in all future periods of the Commonwealth, to cherish the interests of "The University at Cambridge."

2. The Corporation and Overseers constitute the Government of the University, whose powers, rights, and duties are established by the act of the General Court of the Colony, of the year 1642, by the charter of 30th May, 1650, by the legislative acts supplementary thereto of various dates, both before and after the Revolution, and by the Constitution of the Commonwealth.

3. The Corporation consists of the President, five Fellows, and a Treasurer, respectively chosen, when a vacancy occurs, by the remaining members, subject to the concurrence of the Overseers. Their legal style is "The President and Fellows of Harvard College."

4. It is the duty of the President, as a member of the Corporation, to call meetings of the Board, and to preside at the same; to execute their votes and measures, unless otherwise provided for; to report to the Corporation those measures of the College Faculty which require their concurrence and approbation; and to act as the ordinary medium of communication between the Corporation and the Overseers.

5. It is the duty of the Treasurer to have the custody of the property of the University; to receive and duly to dispose of all moneys paid into the treasury; to keep an account of all moneys received and expended, and to submit the same to the committees appointed for that purpose by the Corporation and the Overseers; and to make annually

to the Overseers a general statement of the receipts and expenditures of the institution.

6. The Treasurer gives bonds for the faithful performance of his duty, and is authorized to employ a clerk.

7. A member of the Corporation is appointed to act as Secretary of the Board, whose duty it is to keep the record of the proceedings, and to furnish attested copies of the same when required.

8. The Board of Overseers consists of the Governor, Lieutenant-Governor, the President of the Senate, and the Speaker of the House of Representatives of the Commonwealth, the Secretary of the Board of Education, and the President and Treasurer of Harvard College, for the time being, together with thirty other persons chosen by joint ballot of the Senators and Representatives of the Commonwealth, as directed by an Act passed May 22, 1851.

9. His Excellency the Governor, or, in his absence, the Lieutenant-Governor, or, in the absence of both, the President of the Senate, or, in the absence of all above named, the Speaker of the House of Representatives, presides at the meetings of the Overseers; but if none of the above-mentioned persons be present, then the meeting elect a President *pro tempore*. A secretary is appointed by the Board, whose duty it is to keep the record of the proceedings, and to furnish attested copies of the same when required.

10. It is the duty of the President to attend the meetings of the Board of Overseers; to report the proceedings of the Corporation which require their concurrence; to give notice of their appointment, and of the days of examination and visitation, to the committees appointed by the Overseers for the purpose of visiting the University and of examining the students; and to make a report to the Overseers, at their legislative session, of the general condition of the University.

11. The University consists of the Academical Department, and of the Divinity, Law, Medical, and Scientific Schools. Each is under the direction of its appropriate Faculty, of which the President is *ex officio* the head.

12. The senior Professor of the Professional and Scientific Schools shall act as head of the Faculty of the same, and shall preside at its meetings and on its public occasions, unless the President shall be present and preside. A dean may also be appointed by the Faculty of each Professional School, if deemed expedient by the Corporation.

## CHAPTER II.

*The Faculty of the College.*

13. THE President, the Professors not exempted by the tenure of their office, and the Tutors, have the immediate care and government of the Undergraduates, and are denominated the "College Faculty."

14. The Faculty have authority to make all orders and regulations necessary to the performance of their duties. They have the general control and direction of the studies pursued in the College. They have cognizance of all offences committed by Undergraduates, and it is their special duty to enforce the observance of all the laws and regulations for maintaining discipline, and promoting order, virtue, piety, and good learning, in the institution.

15. In case of offences committed against the laws by students, not being Undergraduates, within the precincts of the College or in conjunction with Undergraduates, information of the same, when possessed by the College Faculty, shall be communicated to the Faculty of the School to which the offender belongs. If any offence be committed by a resident graduate, not connected with either of the Schools, he shall be subject to the withdrawal of his privileges as a resident graduate, or such other punishment as the College Faculty may think proper.

16. The College Faculty are authorized to license teachers of the polite accomplishments and of exercises conducive to health, and the students are not permitted to attend teachers not thus licensed.

17. The Faculty have authority to regulate the dress of the Undergraduates, giving seasonable notice to them and to their parents or guardians of all prescribed alterations.

18. The Faculty shall statedly meet on Monday evening at the office of the President, or at any other time or place that may be appointed by the President or the Faculty, to perform the duties incumbent upon them, to communicate and compare their opinions and information respecting the conduct and character of the students and the state of the College, and to consider and suggest such measures as may tend to its improvement.

19. The Professors and other officers, usually exempted from the duty of attending the meetings of the Faculty, shall, when requested by the President or by the Board, be



associated with, and act for the time as members of, the Board.

20. It being the design of the Government of the University that the Faculty should be invested with ample power to administer the instruction and discipline of the College, they are desired and expected, at all times, to propose to the Corporation any laws or measures which they may deem requisite or useful for the effectual discharge of their functions.

21. It shall be the duty of the President to reside constantly in Cambridge; to exercise a general superintendence over the concerns of the University; to see that the course of instruction and discipline is carried into effect; and to give all orders necessary to that end, and not inconsistent with the laws.

22. It is the duty of the President to preside on public Academic days; to address instruction and counsel to the students, as he shall find opportunity; to preside at all meetings of the College Faculty at which he is present, and to call extra meetings when necessary; to carry on the official correspondence of the Academical Department of the University; to acquaint himself intimately with the state, interests, and wants of the whole institution; to study its growth, the increase of its resources, the extension of instruction, and the better adaptation of it to the state of science and of society; to inquire into the execution of laws; and to see that no law falls silently into disuse.

23. He is to exercise and perform all such other powers and duties as the President has been accustomed to exercise and to perform, and which are not by these statutes assigned to the Faculty or to some other officer of the University.

24. The President is authorized to employ a private secretary, whose compensation shall be determined by the Corporation.

25. The Professors, unless specially exempted, are constantly to reside in Cambridge, having an apartment in the University, or dwelling near it; and the Tutors and Proctors are to reside in the College buildings, the rooms appropriated to them being assigned according to seniority.

26. The Professors, Tutors, Librarian, and other officers, shall perform such services in their respective offices as have been or may be assigned to them by the Government of the University.

27. The Faculty will appoint one of their number to act as the particular officer of each class, and to serve as the ordinary medium of communication between the student and

the Faculty. Applications for leave of absence from prayers, when necessary, will be made to him; and all warnings and private admonitions ordered by the Faculty for neglect of duty or misconduct will be given by him.

28. All the officers of instruction and government in the University are chosen by the Corporation, with the concurrence of the Overseers, and are subject to removal for inadequate performance or neglect of duty, or misconduct.

29. Before entering upon the duties of their offices, respectively, the Professors shall subscribe their names to the statutes of their professorships; and the Librarian, Tutors, and Proctors shall subscribe their names to an engagement to perform the duties of their several offices; in books kept for those purposes by the President.

30. The Proctors have the same authority as members of the Faculty in the immediate inspection and government of the College, and within the precincts of the University; and any resistance or insult offered to them will be proceeded against as if offered to a member of the Faculty.

31. Monitors are appointed, and their duties and compensation fixed, by the Faculty.

32. Presents to the officers of the University from any class or individuals in a class are prohibited; and all officers are enjoined to decline their acceptance, if tendered.

33. The Director of the Observatory, the Professor of Natural Philosophy, the Rumford Professor, and the Librarian, being intrusted with valuable property belonging to the University, shall respectively give a receipt for the same, in such form as the Corporation may direct.

34. No person shall hold any executive office in the College who has the pastoral care of a church, the church of the University excepted, or who holds any civil office except the office of justice of the peace; and whoever shall accept such pastoral care, or any civil office, except that of justice of the peace, shall be considered as resigning his place, and the same shall be void, and a new election shall take place.

35. One of the Faculty shall be appointed by the Corporation to the office of Registrar, who shall receive a salary to be determined by the Corporation. He shall keep a record of the votes and orders passed by the College Faculty, give certified copies of the same when requisite, and perform such other duties, properly pertaining to the office of Registrar, as may be directed by the President or the Faculty.

## CHAPTER III.

*Of Admission and Matriculation.*

36. No one shall be admitted to the College unless he have a good moral character, certified in writing by his preceptor, or some other suitable person.

37. The qualifications for admission shall from time to time be determined by the Faculty, subject to the approbation of the Corporation.

38. The examinations for admission shall be held during Commencement week, at such time and place as shall be prescribed by the Faculty, and public notice of the same shall be given by the President. No candidate will be examined unless it is intended that, if admitted, he shall immediately join his class.

39. No person coming at any other time will be received for examination except at the commencement of a term, unless in extraordinary cases, at the discretion of the Faculty.

40. Students may be admitted to advanced standing till the commencement of the Senior year, on such conditions as shall be from time to time prescribed by the Faculty. Each student thus admitted shall pay to the Steward a sum at the rate of forty-five dollars per annum, according to the standing to which he is admitted. But any student who has been regularly graduated at another college, or dismissed in good standing, may be admitted to the class which he is found qualified on examination to enter, without any pecuniary consideration. The payment for advanced standing is also remitted to students in indigent circumstances.

41. If it should appear, on examination, that the candidate, though believed, on the whole, to be capable of pursuing the studies of the class for which he is offered, is yet deficient in certain branches, he may be admitted on condition of making up the deficiency; and for this purpose he may be placed under a private instructor in the specified branches, at the expense of the student.

42. If the candidate is found qualified, on examination, he is admitted to join the class on probation, and he shall not be matriculated as a member of the University in full standing, until after one term.

43. The time of probation may be prolonged, at the discretion of the Faculty, to a period not exceeding one year. If, during the time of his probation, a student shall fail to



exhibit a satisfactory degree of diligence in study, disposition to good order, and obedience (to law, or if he fail to comply with the conditions on which he may have been admitted, or if, upon any other ground, it be deemed by the Faculty not advisable that he should become a member of the University, his connection with it shall cease.

44. No application for the admission of a person thus separated from the institution shall be received till after the interval of a year, and only upon the production of satisfactory testimonials of good conduct during the whole time of his separation. If again accepted, on examination, he shall be put on probation, as before; and if, during this second probation, he shall be again separated from the University, his separation shall be final.

45. Every person admitted upon examination must give a bond, with sureties, of which one, at least, is a resident citizen of Massachusetts, to the satisfaction of the Steward, in the sum of four hundred dollars, for the payment of all College dues, according to the laws and customs of the University. Every person admitted as a student shall, on the first day of the term, or as soon after as may be, exhibit to the President a certificate from the Steward that a bond has been given as required. He shall then sign the following acknowledgment, viz.: — "I acknowledge, that, having been admitted to the University at Cambridge, I am subject to its laws." The President shall thereupon deliver him a printed copy of the College Laws.

46. Members of the Professional and Scientific Schools, forming part of the University, shall sign a similar acknowledgment, in the presence of a member of the Faculty of the School to which the candidate is admitted, to be designated for the purpose.

47. Graduates of the University, or of other collegiate institutions, desirous of pursuing their studies at Cambridge without joining any of the Professional Schools, are permitted to do so, in the capacity of Resident Graduates. They are allowed to attend the public lectures given in the institution, and to enjoy the use of the library and the scientific collections, on the payment of such fees as are or may be provided. They give the same bonds as Law Students for the payment of College dues, and are subject to the same laws and regulations, as far as they are applicable.

## CHAPTER IV.

*Devotional Exercises, and the Observance of the Lord's Day.*

48. DIVINE service is performed in the College Chapel, in the forenoon and afternoon of the Lord's day, and on the day of the annual Fast, and all officers of instruction and government in the University, residing at Cambridge, are expected to attend the same, or the stated service of some other place of Christian worship; — there is also a daily devotional service in the College Chapel, morning and evening, which the Parietal officers are expected to attend.

49. The students of the College shall constantly, seasonably, and with due reverence, attend the daily devotional exercises of the Chapel, morning and evening, and the religious exercises of the Chapel on the Lord's day, and the days of the annual Fast and of the Duddleian Lecture, and at such other times as their attendance may be required by the authority of the University.

50. Every student is required on the Lord's day to abstain from all behavior inconsistent with that sacred season.

51. Any student may attend, on the Lord's day, the public service of any denomination of Christians having a place of worship in Cambridge, on his application to the President in writing, if of legal age, or, if a minor, on the application of his parent or guardian, stating that such worship is that in which he has been educated, or which, from conscientious motives, he is desirous of attending. Seats shall be provided at the expense of the College.

52. Permission is given, also, on similar application, to students whose residence is in the neighborhood of Cambridge, to pass Sunday and to attend worship with their families at home. At the commencement of each term, the certificate of the parent or guardian is required, that such attendance has been regularly given.

## CHAPTER V.

*Study Hours, Course of Instruction, and Attendance on Literary Exercises.*

53. STUDY hours shall be regulated from time to time by the College Faculty.

54. In these hours the students are required to remain in their rooms, and not to leave them, except for the performance of some duty, or for some sufficient reason ; and to abstain, not only from all disorderly noises, but from all noises which may cause interruption to others, such as loud conversation, singing, playing on a musical instrument, or the like.

55. Instruction is given in the Academical Department of the University in the following departments or schools, viz.:— 1. Latin ; 2. Greek ; 3. Hebrew and other Oriental Languages ; 4. Modern Languages ; 5. English Grammar, Composition, Rhetoric, and Oratory ; 6. Mathematics (Theoretical and Practical) ; 7. Natural Philosophy, including Astronomy ; 8. Chemistry, and the application of the Sciences to the Arts ; 9. Natural History, including Mineralogy and Geology, Botany, and Zoölogy ; 10. Intellectual, Moral, and Political Philosophy ; 11. History, Political Economy, and the Constitution of the United States ; 12. The Evidences of Natural and Revealed Religion.

56. The Professors and other instructors in each department shall perform such duties as shall from time to time be assigned to them. The Professor, or senior instructor, where there is more than one, shall be deemed the head of the department, and generally responsible for the same ; and shall make a report relating to his department, with such observations and recommendations as to studies and discipline as may appear useful, semiannually to the President, to be submitted to the committees appointed by the Overseers to visit the University.

57. The lectures and exercises to be attended and performed by the students shall be arranged from time to time in the manner most favorable to their progress. The arrangement of the prescribed duties of the Professors and Tutors, and of the prescribed studies ; the times and modes of recitation ; the division of the students into sections ; and, in general, the methods of instruction, are committed to the Faculty, subject at all times to the control of the Corporation.

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## CHAPTER VI.

### *Of Weekly and Monthly Returns, and the Scale of Merit.*

58. A MONTHLY return is made to the Faculty by each instructor of the marks allowed by him to the students respec-



tively for their performance of the several exercises ; and any student who shall have been present at any recitation or exercise, and not examined, shall nevertheless receive for the same the average of the marks allowed him for the recitations and exercises at which he was examined.

59. A student may be permitted, on petition to the Faculty, to make up a recitation or other exercise from which he was absent and has been excused, provided his application to this effect be made within the term in which the absence occurred.

60. In case of long-continued absence on account of ill-health, or on leave to keep school, or otherwise, for reasons satisfactory to the Faculty, the student may be examined in all the studies pursued by his class in his absence, and receive such an allowance of marks as to the instructor shall seem equitable.

61. A weekly return is made to the College Faculty by each instructor, in which are noted all absences and tardinesses, all misconduct at recitations, and any other circumstance which ought to be considered in the general estimate of merit and conduct.

62. If any recitation or other exercise be omitted by an instructor, he will report that fact in his weekly return.

63. At the close of the first term of the Freshman year, a scale of merit is formed, by adding together the marks given to each student by the several instructors in their monthly returns; and at the end of each successive term the aggregates of the marks of said term are added to the previous amount of each student, in order to the formation of a new scale.

64. A student entering in advanced standing receives a place on the scale according to his performance during the first term after his admission, as compared with the mean of the performance of the three students most nearly approaching him; and a student returning to the University after a temporary separation, receives a place on the scale upon the same principle.

65. In cases where a marked and decided improvement of conduct and scholarship has taken place on the part of any student, the Faculty may assign him, at the close of the year, a new place on the scale, as in the case of a student returning after separation.

66. All questions relative to the scale shall be decided by the Faculty, and the scale shall be the general rule in reference to which all honors and rewards in the College shall be assigned.

67. A deduction from the aggregate of the marks of each student shall be made on the scale for all unexcused tardinesses at the religious or literary exercises, and all unexcused absences from them, for all lessons not satisfactorily prepared, and for every negligence or act of misconduct at recitations or elsewhere, for which the Faculty shall deem such deduction a sufficient punishment.

68. At the close of each term, a student who has failed to pursue any study to the satisfaction of the Faculty may be required to remain in Cambridge in the vacation, till he has made up the deficiency, under an instructor to be approved by the President, or he may be allowed to pursue the study at home under an approved instructor, subject in either case to examination before he can be permitted to rejoin his class.

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## CHAPTER VII.

### *Public Examinations.*

69. THE several classes are examined, from time to time, by committees appointed by the Board of Overseers, from their own body, or from the community at large.

70. To carry this design into effect, a day shall be appointed by the Faculty for the examination of each class in every branch of study pursued by them, at such times as the Faculty may deem it expedient. Seasonable notice of the appointed day shall be given by the President to each member of the examining committees.

71. The members of the examining committees will be requested to indicate the merit of each student's performance by a numerical scale; and the mean of the marks given to each student by the members of the committee present, multiplied by ten, shall be entered on the scale to his credit. In like manner, the instructor, who will at all times attend the examination in his department, will mark the performance of each student as at the daily recitations, which mark, multiplied by ten, shall be entered to his credit on the scale. Unauthorized or unexcused absences from the public examination shall subject the student to such a deduction from the scale of merit, or to such other punishment, as the Faculty may prescribe.

72. The committees of examination make report to the Overseers of the general condition of the department, and of

the degree of thoroughness and exactness with which each branch of study has been pursued.

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## CHAPTER VIII.

### *Rewards and Encouragements.*

THE following rewards and encouragements for literary exertion and good conduct have been established in the University : —

#### 1. *Deturs.*

73. The President, consulting with the Professors and Tutors, will, in the early part of each Academic year, make a present of books, from the foundation of Edward Hopkins, to such students of the Sophomore Class as shall have made meritorious progress in their studies.

74. He will also, as far as the state of the fund admits, make a similar present, at the commencement of the Junior year, to those members of the Junior Class who entered as Sophomores, and who have made meritorious progress in their studies during the Sophomore year, and to such Juniors as, having failed to receive a detur at the commencement of the Sophomore year, shall, during that year, make decided improvement in scholarship.

#### 2. *Bowdoin Prizes.*

75. Prizes are annually awarded by the Faculty to such Resident Graduates and members of the Senior and Junior Classes as shall write the best and second-best dissertations on subjects given out for that purpose. The merit of the dissertations shall be adjudged by committees appointed for that purpose by the Faculty, but not of their own number.

76. Prizes in Latin versification will also annually be awarded by the Faculty to the members of the several classes, the merit of the compositions to be adjudged by the Latin department acting with the President on behalf of the Faculty.

The foregoing prizes are paid from the income of a fund bequeathed by James Bowdoin, "for the advancement of useful and polite literature among the residents, as well Graduates as Undergraduates of the University, in such



way and manner as shall be best adapted to excite a spirit of emulation among such residents."

### 3. *The Boylston Prize Fund.*

77. Agreeably to the institution of the "Boylston Prizes for Elocution," on the day after Commencement in each year, there will be held in University Hall, or in the First Church in Cambridge, a public exhibition and trial of the skill and improvement of the students of the University in elocution. The speakers are not to rehearse their own composition; but, to select pieces, in prose or verse, from English, Greek, or Latin authors, the selections to be approved by the Boylston Professor of Rhetoric and Oratory. The proportion in English is to be, at least, two out of three. The competitors must be Graduates of the year, or Undergraduates of one of the two next classes. The Corporation will each year appoint five gentlemen, distinguished for their elocution, either at the bar, in the pulpit, or in the senate, who, with the Corporation, or a major part of them, will judge of the merits of the competitors, and award the prizes. They will assign five prizes; two first-prizes, namely, fifteen dollars or a gold medal of that value, to each of the two best speakers; and three second-prizes, namely, ten dollars or a gold medal of that value, to each of the three next best: Provided, that, if the judges shall be of opinion that none of the competitors have exhibited sufficient skill and improvement to be entitled to the first prizes, they may withhold them. At this exhibition, no prompting of the speakers will be allowed, and a failure of memory in any one will exclude him from being considered in the assignment of the prizes.

### 4. *Beneficiary Foundations and Monitorships.*

78. In the selection of candidates for the various beneficiary foundations, such as the Saltonstall, Pennoyer, Alford, Hollis, and Stoughton Scholarships, the preference will be given to those who are of exemplary conduct and scholarship.

79. The same preference will be given to meritorious students in the appointment of monitors; and no student who is a College beneficiary shall remain such any longer than he shall continue exemplary for sobriety, diligence, and orderly conduct.

### 5. *Exhibitions.*

80. There are two public exhibitions each year; namely,

one at each of the semiannual visitations of the committee of the Overseers. The exercises for the exhibitions are assigned by the Faculty to meritorious students of the two higher classes. They consist of original compositions for the Seniors, and of translations into and from various languages for the Juniors. The refusal of a student to perform the part assigned him, on either of these occasions or any act of indecorum in its performance, will be regarded as a high offence. Every performer shall deliver to the President, one week at least before the exhibition, a fair copy of his performance. At such times as may be appointed by the Professor of Rhetoric and Oratory, each performer shall rehearse his part. If any one shall make additions to what is contained in the copy delivered by him to the President, or other presiding officer, or shall speak anything in public which he has been directed to omit, he shall suffer punishment according to the aggravation of the offence.

#### 6. *Commencement and Academical Degrees.*

81. The Annual Commencement is on the third Wednesday in July, on which occasion the degree of Bachelor of Arts is publicly conferred in course on each member of the Senior Class in good standing.

82. No student is recommended by the Faculty to the Government of the University for the Bachelor's or first degree, unless on the production of a certificate from the Steward that he has paid his College dues, and one from the Librarian that he is not a delinquent at the Library; which certificates must be produced on the day before the Commencement, at furthest, or the degree will not be conferred that year.

83. A public literary exhibition takes place at the University on Commencement day, previous to conferring the degrees. The parts in the performances are assigned by the Faculty; and no student, although otherwise qualified, will receive a degree who refuses or neglects to perform his part, or who performs it in an unbecoming manner.

84. Each performer at the Commencement shall deliver a fair copy of his performance to the President or presiding officer, within such time as shall be prescribed previously to the Commencement.

85. If any one shall make additions to what is contained in the copy delivered by him to the President or other presiding officer, or shall utter anything in public which he has been directed to omit, he shall not be suffered to proceed, and shall be liable to lose his degree.

86. Every candidate for a first degree shall wear a black dress and the usual black gown.

87. The degree of Master of Arts is conferred in course on every Bachelor of Arts of three years' standing, on payment of the usual fee, who shall, in the interval, have sustained a good moral character.

88. The degree of Bachelor of Laws and Doctor in Medicine shall be conferred on students in the Law and Medical Schools, respectively, who have fulfilled the conditions of the statutes of those Schools.

89. Students in the Scientific School, not graduates of any collegiate institution, shall receive an appropriate certificate on leaving the School. The degree of Bachelor in Science is also conferred on certain conditions.

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## CHAPTER IX.

### *Discipline.*

90. It is earnestly desired by the Government and Faculty of the University, that the students may be influenced to good conduct and diligence in study by higher motives than the fear of punishment; and they mainly rely, for the success of the institution as a place of liberal education, on moral and religious principle, a sense of duty, and the generous feelings which belong to young men engaged in honorable pursuits. When these motives fail, the Faculty will have recourse to friendly caution and warning, to private and public admonition, — which last is accompanied with official notice to parents or guardians, — and, where the nature and circumstances of the case require it, to suspension, dismissal, and expulsion. Fines shall only be imposed by vote of the Faculty.

91. All instances of the violation of the laws of the College, by disorderly conduct, by absence from stated exercises, or by the negligent performance of prescribed duties, will be recorded, and formally reported to the Faculty, at set times, and whenever occasion requires; and it is the duty of the Professors, Tutors, and all other College officers, at all times, to aid the President in enforcing the laws and maintaining the discipline of the institution; to send to their rooms all students assembled in an illegal and disorderly manner; to notice on the spot all violations of the law, when necessary; and to lay before the Faculty all cases of misconduct requiring further censure.



92. Whenever a student is found to be delinquent, he shall be liable to be deprived of any such indulgence as may be granted to exemplary students, with respect to absence, going out of town, and the like, — to have particular portions of study prescribed to him, to be performed during the vacation, or at other times, — and to forfeit all claims to the distinctions and rewards provided for the meritorious; and, if he persist in such delinquency, he may be suspended, or subjected to higher punishment.

93. By suspension for negligence, a student may be separated from his class, as to those branches of study in which he is deficient, and placed under private instruction provided for the purpose in the city of Cambridge.

94. Every person so suspended is required to perform exercises with the person or persons under whose care he is placed, at such times and in such manner as the Faculty shall direct; and he is not permitted to leave the city of Cambridge during the time of his suspension, without special leave for some very urgent reason; the same rules and restrictions being in force in vacation as in term time. And in no case shall he be restored to good standing, till he shall have given entire satisfaction for at least three months, by orderly conduct and diligent and faithful application to his studies.

95. It is provided, however, that a student, suspended either for negligence, or for any violation of the laws, may, when the Faculty shall think it expedient, be removed from the College and the city of Cambridge, and placed under the care of a suitable person; and he shall be subject to restrictions and requisitions similar to those above mentioned, and be required to bring satisfactory testimonials of good conduct, and be examined for restoration.

96. Dismission is the separation of a student from the College for an indefinite or for a limited time, at the discretion of the Faculty; and no dismissed student shall be readmitted to his own or any other class, without satisfactory testimonials of good conduct during his separation, and his appearing, on examination, to be well qualified for such re-admission.

97. Expulsion is the highest Academical censure, and is a final separation from the University.

98. In all instances of offence against the laws and discipline of the College, or against good morals, to which no specific penalties are annexed in the laws, the Faculty may inflict such of the punishments before mentioned as they shall think just and requisite.

99. When an offence is repeated, the Faculty will not ordinarily have recourse to the same punishment as at first, but will proceed to inflict successively higher punishments, until the student is reclaimed, or separated from the College.

100. When offences are committed by or in the presence of numbers, the Faculty may select for punishment those whom they may believe, on reasonable grounds, to have been actors in or abettors of the same.

101. In all cases of gross injuries or depredations upon the property of the University or others; or of gross trespasses or injuries done to persons or property within the precincts of the University, or charged upon any of its members; or whenever the nature and circumstances of the offence require, prosecution will be instituted before the established tribunals of the State.

102. Whenever the Faculty are satisfied that a student is not fulfilling the purposes of his residence at the College, or that he is not likely to fulfil them, or that he is from any cause an unfit member thereof, it shall be their duty to dismiss him: Provided, however, that the Faculty may, whenever they see fit, acquaint the parent or guardian of such student with his character and conduct, and leave it to such parent or guardian to remove him.

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## CHAPTER X.

### *High Offences and Misdemeanors.*

103. HIGH offences may be punished, at the discretion of the Faculty, with any of the College punishments. Misdemeanors are less offences, and may receive any censure below suspension, or, if repeated or persisted in, some higher punishment.

High offences are, —

1. Irreverent, disorderly, or unseemly conduct in the chapel, or at church: — gross violations of the respect due to the Faculty or other officers of the University: — riotous and noisy behavior, to the disturbance of the University or of the inhabitants of Cambridge: — refusing or neglecting to attend, when sent for by the Faculty or any officer: — disobedience to the sentence of the Faculty, or a committee thereof, for any offence: — obstructing or resisting the instructors or other officers in the discharge of their duties, or encourag-

ing similar acts in others:—challenging, assaulting, or endeavoring to injure any student:—wilfully defacing or injuring the edifices of the University, or any furniture, apparatus, books, or other valuable property in any apartment thereof.

2. Combinations to resist or disobey the Faculty or laws of the College. In such cases, if so many be actors or abettors as to render it inexpedient to punish all concerned, the Faculty will select for punishment as many of the offenders as they may judge necessary to secure the end of punishment; and those who have been the most culpable, when known, shall be selected; and also the two oldest of those concerned in the offence, if deemed expedient by the Faculty.

3. Holding, or being present at, any class-meeting without special license from the President, or for any other purpose or purposes, or at any other time, than those expressed in the license, or at any times that shall interfere with any College exercise.

4. Profane language:—intoxication:—indecenty in language, dress, or behavior:—dissoluteness, or other gross immorality:—habitual extravagance, after due admonition:—playing at any game for money or other things of value:—associating with any person under sentence of suspension, dismissal, or expulsion; or with any other prohibited person; or with any person of known vice and dissoluteness:—any offence against the laws of the land, subjecting the offender to disgraceful punishment.

5. Keeping any gun, pistol, gunpowder, or explosive material, or firing or using the same, in the city of Cambridge:—being concerned in any bonfire, fireworks, or unauthorized illuminations:—being an actor or spectator at any theatrical or operatic entertainment in term time:—making or being present at any entertainment within the precincts of the University, at which intoxicating liquors of any kind are served:—going to any tavern or victualling-house in Cambridge for the purpose of eating or drinking, except in the presence of a parent, guardian, or Patron.

Misdemeanors, or minor offences, are,—

1. All such as are not enumerated as high offences. Among these are the following:—Keeping any dog, horse, or other animal, in the city of Cambridge, without leave first obtained from the Faculty:—playing at cards or dice:—disobedience to any of the rules and regulations of the College, and disrespectful and unbecoming language or conduct, not amounting to a high offence.



2. Attending, during term time, the instruction of any person who is not an officer of the University, without special permission from the Faculty.

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## CHAPTER XI.

### *Of Vacations, and Absence from College.*

104. THE Academical year is divided into two terms of twenty weeks each, and two vacations of six weeks each. Commencement day is on the third Wednesday of July, and is followed by the first vacation.

105. At the end of each vacation, the accustomed religious exercises of the Chapel shall commence on Thursday morning, and the literary exercises, at the hour indicated for that purpose in the printed tabular statement of studies; and all students coming back to College after a vacation, or an absence on leave, shall attend the first exercise for their class, whether devotional or literary, which takes place after their return.

106. The students have leave to pass the annual Thanksgiving with their friends, and for this purpose are allowed to be absent from College from Tuesday evening preceding to Sunday evening following that day. A similar recess takes place in the course of the second term, beginning on the Tuesday preceding the last Wednesday of May.

107. There are no literary exercises in College on Christmas day, nor on the Fourth of July.

108. With the foregoing exceptions, no student shall be allowed to be absent from College over night, in term time, without leave previously obtained of the President, or the officer designated for that purpose.

109. Any student, who shall have received leave of absence from any other member of the Faculty than the President, shall lodge the same in his office before leaving town; where also shall be deposited, before dinner on Monday of each week, every certificate of excuse for absence, signed by a parent or guardian, or by the Patron, or by some friend residing in the vicinity of Cambridge. If the student be of legal age, his own written excuse is accepted, provided that, in all cases where a physician, surgeon, or dentist has been consulted, his certificate shall be required, stating when the absence by him regarded as necessary begins and ends.

110. Parents or guardians, requesting that students may have a temporary leave of absence, or furnishing written excuses on their return, will state particularly the cause of the absence; and it is considered by the Government of the College that only causes of an urgent and highly imperative nature justify the withdrawal of a student from his academic duties, and such only will be received as an adequate excuse.

111. Meritorious students, whose circumstances require it, may, at the discretion of the Faculty, be absent for a limited time, not exceeding six weeks, for the purpose of keeping schools; the studies and exercises of their class, during the time of their absence, being afterwards performed by them, according to the rules the Faculty may establish.

112. No student, who is not an inhabitant of the city of Cambridge, shall remain in Cambridge during any vacation without leave from the Faculty; and all students remaining in Cambridge during the vacations shall be subject to the laws enjoining orderly conduct, and to those respecting the lodging and boarding houses of the students.

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## CHAPTER XII.

### *Rooms, and their Occupation.*

113. THE Faculty will assign the rooms in the College, giving notice thereof in all cases to the Steward.

114. Students shall stately reside in the rooms assigned to them. No student shall change his room without leave of the President. No student shall suffer any one to lodge at his room without leave from one of the Faculty.

115. In all cases of disorder in any room, the occupants shall be responsible. Any member of the Faculty, and any Proctor, is authorized to enter the room of a student, whenever in the opinion of such officer it is necessary to do so, in order to suppress disorder; and, if the door be fastened within, he may use or cause to be used the force required to open it, and any damage thus accruing to the room shall be made good at the expense of the occupant or occupants.

116. When two students occupy a room, each shall supply his proportion of furniture and fuel, during the whole time for which the room is assigned, whether he be present or absent.

117. No student shall lodge or board out of the College, except at such houses as are approved by the Faculty, and with the approbation of a parent or guardian, if the student is under age ; and no houses will be so approved, except such as conform to the regulations the Faculty may establish.

118. Every student lodging or boarding out of College shall report to the President his place of boarding or lodging, and also every change in the same.

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## CHAPTER XIII.

### *Damage done to Buildings or Property of the University.*

119. ANY student, who shall damage, destroy, or purloin property belonging to the University, shall make good the same ; and he may also be assessed, at the discretion of the Faculty, an amount not exceeding threefold the actual damage done, to be appropriated to reducing the general charge for damages on the students at large ; or he may suffer any of the statutory punishments, according to the nature and circumstances of the offence.

120. If the perpetrator be not discovered, damage, when done to any inhabited room or study, shall be made good by the occupants ; when done to an entry, by an equal assessment upon those inhabiting the entry ; when done to any public seat, table, or room, by an equal assessment upon those who occupy such seat, table, or room ; and when any other property belonging to the University is damaged, or destroyed, or purloined, it shall be made good by an assessment on all the students.

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## CHAPTER XIV.

### *Of the Patron.*

121. SOME gentleman of Cambridge, not of the Faculty, shall be appointed by the Corporation to be Patron of all students not of this Commonwealth, who belong to places more than one hundred miles distant from Cambridge, and whose parents or guardians desire to avail themselves of the



regulation herein provided, and the Patron shall have charge of all the funds of such students.

122. The parent or guardian of each student shall be informed what are the necessary annual expenses included in the term bills ; and he shall also be informed by the Patron what funds for the support and use of his son or ward must be remitted to him ; and the Patron is to have the whole control of the same, under the direction of the Faculty.

123. Every student subject to the Patron law is to be charged in his term bill at the rate of two and one half *per centum*, as a compensation to the Patron for the disbursements made on his account.

124. No such student is allowed to contract any debt without an order from the Patron, or from his parent or guardian.

125. The written excuses provided for by Articles 109, 110, of these laws, may be signed by the Patron for students placed under his care ; and in all cases of other students, not belonging to this State nor living within a hundred miles of Cambridge, by some friend of approved discretion, residing in the vicinity of the University.

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## CHAPTER XV.

### *Term Bills, Steward, and Superintendent of Buildings.*

126. THE bills of all students resident at the University for College charges and expenses shall be made out twice a year, at the end of each term ; and lawful interest shall be paid upon every bill which is not discharged by the first Monday of the term next succeeding that for which the bill was issued. And if any student shall neglect to pay to the Steward, on or before the second day of every term, each term bill due by him, except the last, he shall not be permitted to continue at the University. If any student shall be absent for non-payment of a bill for more than one month after the beginning of the term when payment ought to have been made by this law, his connection with the University shall cease ; nor shall he be readmitted except on the usual conditions of readmission after a separation.

127. The Steward has the general superintendence of the College edifices, and of the other buildings, and the real estate of the University, in the city of Cambridge. He is,

from time to time, in connection with the Superintendent of Public Buildings, to examine the exterior and interior state of those edifices, and, with the approbation of the President, cause such repairs thereon, and on the inclosures of the University grounds, as may appear necessary or proper, the amount on any building not to exceed one hundred dollars.

128. He will, at some convenient time before or after Commencement, in company with the Superintendent, examine the rooms inhabited by students, and estimate and assess any damage done to any room during the year preceding, beyond the ordinary and reasonable wear. In conjunction with the Superintendent he will cause every room, at the beginning of each year, to be put into decent and proper condition, prior to its being occupied. For the customary repairs of the rooms, the occupants will apply to the officer resident in the entry, and, where there is no officer, to such person as may be designated.

129. The Steward, being furnished with directions and documents by the Faculty, shall make out the general term bill, which he shall enter upon the book of term bills; and he shall deliver to each student his particular bill.

130. The Steward shall engage proper servants and persons to perform labor for the University, such servants and persons to be approved by the President, and to be removable by him for any sufficient cause. The Steward shall also perform the services which he has been accustomed to perform, in relation to the accounts of the contractor for Commons and for dinners at the Commencement and on other occasions. No wine or other intoxicating drink, or tobacco, shall be served at any Commencement dinner, or any other public entertainment given by the Corporation.

131. The Steward shall collect whatever is charged in the several term bills. He shall settle his account, at the end of each month, with the Treasurer of the University, and adjust his balance.

132. It is the duty of the Superintendent of Public Buildings to have the immediate charge of the edifices, grounds, and inclosures of the University; to superintend all repairs upon the same, and the erection of all new buildings, under the direction of the Steward; to do such part of the work himself as is consistent with the proper direction of those employed by him; and to aid the Steward in the general care and preservation of the College property.

133. The Steward and Superintendent of Public Build-

ings shall receive a fixed salary, to be established by the Corporation, which shall be in full for all services.

134. The Steward is authorized to employ an assistant to aid him in the clerical business of his office, to whom the Corporation may assign rooms for his residence in Graduates' Hall, in which case he shall also act as superintendent of that building, and exercise therein the same authority for the preservation of order, as is exercised by the Proctors in the other College buildings.

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## CHAPTER XVI.

### *Laws and Regulations of the Public Library.*

#### 1. *Name.*

135. THE Public Library of the University is kept in Gore Hall. It is for the common use of the whole University. Its privileges are also granted to persons, hereinafter specified, not connected with the University; and it is accessible to the public, under special regulations and restrictions.

136. The Boylston Medical Library is immediately connected with it, and is designed for the use of the Professors of the Medical School, and of the students while attending the Medical Lectures, and also for the members of the Medical Society of Massachusetts residing within ten miles of the University.

#### 2. *Keepers.*

137. The care of the Public Library is committed to the Librarian, Assistants, and Janitor.

138. The Librarian is chosen, like the other officers of the University, by the Corporation, with the concurrence of the Overseers; he is to continue in office during their pleasure, and he shall be subject to removal for neglect of duty or misbehavior.

139. On his election, he shall be furnished with an exact account of the state of the Library, by his predecessor, or by a committee appointed by the Corporation to examine the Library, and draw up a written statement respecting it, wherein shall be specified the titles of all the missing books.

140. He shall be held accountable for the safe keeping and good care of the books committed to his charge; and if



any damage come to the Library by his neglect or by his non-observance of the laws and regulations of the Library, it shall be made good by him out of his salary, or otherwise.

141. He shall superintend and direct the internal administration of the Library, with the approbation of the Corporation; and he shall regularly and faithfully perform the duties of his office.

142. He shall ordinarily attend to the delivery and return of books borrowed from the Library, and keep a record of the same; and he shall not be absent from the Library unnecessarily during the Library hours.

143. It shall be his duty to acknowledge every donation to the Library by a letter of thanks, which shall be signed by the President on the part of the Corporation, and also by the Librarian, who shall then direct the same, and seal it with the College seal, and transmit it, at the charge of the Corporation, or otherwise, free of expense to the donor. And he shall have the management of all other official correspondence relating to the Library.

144. Annually, before the end of the second College term, the Librarian shall have the Library put in order for examination, and shall require all the books to be returned, and have them cleaned and arranged in their proper places; and he shall make a written report to the Examining Committee, and to the Corporation, of the state of the Library, of the books added by donation or otherwise, and of those which have been lost, since the last annual examination.

145. He shall arrange and call the procession on Commencement days, if requested, and shall read the public invitation to the dinner. He shall have the care of the College charters and seal, and shall carry the same when a President is inaugurated.

146. The Librarian, with the advice and consent of the Faculty, shall have authority to make such regulations, from time to time, respecting the use of the Library by the students, as he may deem expedient, subject to the approval of the Corporation.

147. The Librarian shall have liberty to suspend from the privilege and use of the Library any student who shall violate any of the laws or regulations thereof, or be guilty of any flagrant breach of propriety; but, in that case, he shall immediately make report of the same to the President, who may restore the privilege, or otherwise, as he may think proper.

148. In case of the sickness, death, or resignation of the

Librarian, the President shall appoint some person to take his place, until it be otherwise regularly filled.

149. Whenever an assistant or clerk becomes necessary in the Library, a suitable person shall be appointed by the Corporation, and receive such compensation as shall be agreed upon, and continue in office during the pleasure of the Corporation.

150. The Assistant shall perform such duties as may be necessary in the care and administration of the Library, under the direction of the Librarian, at such times as shall be previously determined by the Corporation. He shall also attend to the delivery and return of books in the absence of the Librarian, and at other times, when the Librarian is otherwise necessarily engaged.

151. The Librarian, or his Assistant, or some person designated to perform their duty by or with the consent of the President, shall remain in Cambridge during the vacations, to attend to the delivery and return of books at the regular times.

152. The Janitor shall be appointed by the Steward; and it shall be his duty to open and shut the doors, windows, and blinds of the Library, and to see that the same are properly secured at night. He shall make the fires, clean the books, and wait upon the Librarian, Assistant Librarian, students, and visitors. He shall perform all his duties punctually and faithfully, to the satisfaction of the President and the Librarian; and, in case of failure or other misdemeanor, he shall be subject to immediate dismissal.

153. No person shall have a key to the Library, except the President, the Librarian, the Assistants, and the Janitor. They shall not let the keys go from their personal custody; and no person shall be admitted into the Library, except in the presence of one of them.

### 3. *Arrangement of the Library.*

154. The Library shall be properly aired and ventilated in summer, and shall be made comfortably warm in winter, during Library hours. Great care shall be taken to preserve the books from dampness and from dust. No academical exercises shall be allowed in the Library. It shall never be lighted or illuminated; nor shall an open lighted candle or lamp be carried or used in it; excepting, only, when the Librarian is obliged to seal official letters with wax, he may, with proper precautions, use a lighted taper for that purpose.

155. The books in the Library having been classified and

arranged according to subjects, the same classification and arrangement shall be continued, with such modifications and improvements as may be found practicable and convenient by the Librarian, with the approbation of the Corporation.

156. All donations of books, on the same subject, to the amount of one thousand dollars, or upwards, shall be kept together in one place in the Library.

157. In all cases, when books are given, or money for the purchase of books, the names of the donors shall be written in the volumes thus given or purchased, and shall also be recorded in a book to be kept for that purpose in the Library.

158. The names of the donors of books to the amount of one thousand dollars, or upwards, shall be put upon the alcove containing such books, or in some other conspicuous place in the Library; as, also, the names of donors which were displayed in the Library before its removal from Harvard Hall.

159. An engraved print of the College seal, with a blank space to insert the name of the donor and the date of reception, shall be pasted in the beginning or end of every bound volume, and the particulars above specified shall be written thereon. The place or number of the alcove or shelf of every book shall be inserted in the book, before it is lent from the Library.

160. The books most suitable for the use of the Undergraduates shall be separated from the rest, and shall be kept in the Librarian's room, where they shall be accessible to the students, and may be borrowed by them.

161. The manuscripts, and costly books of prints, shall be kept in the cabinets, and shall not be borrowed from the Library, without special permission of the Corporation.

162. All the separate maps and charts shall be kept in suitable cases, and shall be marked or numbered in such manner as to be easily found by the catalogue.

#### 4. *Catalogues.*

163. The titles of all books, pamphlets, prints, and maps, added to the Library from time to time, shall be entered, chronologically, in a book or books made for the purpose; wherein, also, shall be recorded the names of the several donors, the condition of the books as to binding, and other particulars worthy of note.

164. All periodical publications shall be recorded, as received, in a book prepared for the purpose.



165. A written catalogue of the books on every shelf in each alcove, to be called the Alcove Catalogue, shall be placed therein, for the use of the Librarian and the Examining Committee, in taking an account of the books, and to ascertain whether they are in their places.

166. A catalogue of all the books in the Library, with the number of the alcove or shelf where each book is placed, written against the title thereof, shall be kept in the Library for common use.

167. A catalogue of the whole Library, or of the additions made to it, shall be arranged in such manner, and printed at such times, as the Corporation may direct; and, for the service of preparing it, a suitable compensation shall be allowed.

168. A catalogue of all the works which, from time to time, may be sent to be bound or repaired, shall be made and kept in the Library; and there shall be sent to the binder a list of the back-titles of the books, and written directions in regard to the binding or repairs.

#### 5. *Library Hours.*

169. In term time the Library shall be open on the first four secular days of the week, from 9 A. M. till 1 P. M., and from 2 till 4 P. M.; and on Fridays, from 9 A. M. till 1 P. M.; excepting the first Friday of each term, Christmas day, the days of public Fast and Thanksgiving, and the Fridays following them, the Fourth of July, and the days of public Exhibitions and the Dudleian Lecture, during the exercises.

170. In the vacations, the Library shall be open every Monday, from 9 in the morning till 1 P. M.

171. All persons who wish to have access to the Library, or to bring their friends to see it, are expected to make their visits on the days and within the hours above named.

#### 6. *Borrowers of Books.*

The following persons only shall have a right to borrow books from the Library:—

172. The members of the Corporation and of the permanent Board of Overseers; the Governor, Lieutenant-Governor, President of the Senate, Speaker of the House of Representatives, and the Secretary of the Commonwealth of Massachusetts; the Officers of Instruction and Government of the University, and the College Steward; Resident Graduates, and Resident Professional Students, giving bonds,



with the consent of the Faculty; Undergraduates of the College; —

173. The members of the Council, Senate, and House of Representatives, during the session of the General Court, on application made by a written order of the Secretary of the Commonwealth, the President of the Senate, or the Speaker of the House of Representatives; —

174. The members of the Examining Committees of the University, during the year for which they hold their appointments; —

175. Former Officers of Instruction and Government of the University, residing in Cambridge; —

176. Benefactors to the Library, to the amount of forty dollars, during their residence in Cambridge; —

177. Benefactors to the Library, residing in any other town in the Commonwealth, who have made a donation to the amount of two hundred dollars, — on application to the Corporation, and upon such conditions as may by the latter be required; —

178. Regularly ordained clergymen, of all denominations, who have been educated at any public college or university, or who have received a degree at this University, living within ten miles of the Library, upon the same terms as the Overseers; —

179. And other clergymen, within the same distance, not coming under the foregoing description, — upon application to the President, and at the discretion of the President or Corporation; —

180. Persons, not inhabitants of Cambridge, but having a temporary residence therein for the purpose of study, may borrow books from the Library, with permission of the President, according to the conditions and regulations prescribed, — application to be made in writing to the Librarian.

181. The Corporation may, for special reasons, grant the privilege of the Library to other persons than the foregoing.

182. The Professors of the Medical School, students attending the Medical Lectures in Boston and in Cambridge, during the same, and all members of the Medical Society of Massachusetts who reside within ten miles of the University, shall have a right to borrow books from the Boylston Medical Library, under the same rules and regulations as are made and provided for the use of the Public Library of the University.

### 7. *Special Laws.*

183. All persons, while in the Library, are to remain uncovered, and to refrain from loud conversation, and from other improprieties of speech and deportment.

184. No person, except the Librarian and Assistants, shall go into any of the alcoves of the General Library, or take any book from the shelves therein, except under such special regulations as may hereafter be established.

185. No person shall ordinarily be allowed to borrow from the Library more than three volumes at the same time, except the Officers of Instruction and Government, and the Pastor of the First Church in Cambridge, each of whom shall be allowed to borrow six; provided, moreover, that should they, at any time, have occasion for more than six books, they shall be allowed an additional number, to be returned at the end of six weeks. If any Resident Graduate or Professional Student represent to the Librarian that he is engaged in the study of some particular subject, on account of which he has occasion for more books, the Librarian may, at his discretion, permit him to have an additional number. If, also, any Undergraduate should need additional books in preparing for a public exhibition or for an exercise on Commencement day, the Librarian may permit him to have them, on the usual terms.

186. No student shall keep any book belonging to the Library more than six weeks; nor any other person, more than three months.

187. No book shall be borrowed from the Library, or returned to it, without the knowledge and presence of the Librarian or his Assistant, who shall take particular notice of the state of each book, when delivered out, and when returned. The Librarian shall keep a fair and regular account of the books borrowed and returned, under the name of each person, with the date when each book is borrowed, and a note of its place in the Library; which account shall be signed by the borrower, if present; otherwise the book may be delivered to his written application. And it shall be the duty of every person to return the books he may have borrowed to the Librarian or to the Assistant, and to see the same regularly discharged from his account.

188. Persons sending for books are required to make, sign, and date a written order for them, and to insert therein the name of the author and the words of the title of each book, as given in the printed catalogue.

189. If any student take a book or books from the Library without the knowledge and consent of the Librarian or the Assistant, or if he voluntarily mutilate any volume, he shall be liable to the penalty of dismission or expulsion from the University; and if any other person, having a right to use the Library, shall in like manner transgress the rules, he shall be suspended from the exercise of that right, during the pleasure of the Corporation.

190. If any person desires to borrow a book which is lent out of the Library, he may leave his name and the title of the book with the Librarian; and, when the book shall be returned, the Librarian shall reserve it for the person so applying, provided the latter call for it within a week, or, if he be an Undergraduate, at his next time of receiving books from the Library.

191. No person shall lend to any other a book which he has borrowed from the Library, nor let it go from under his personal custody.

192. No student shall carry a book belonging to the Library out of town, without special leave from the President.

193. No person shall write or mark in a book belonging to the Library, except the Librarian, or the President, or some person authorized to do so by them.

194. When there are two or more copies of the same book, the least elegant or rare shall be lent first; and the Librarian shall use his discretion in regard to the lending of rare or costly works, which are not otherwise restricted.

195. In term time, each member of the Senior and Junior Classes may borrow from the Library, of such books as are selected for their use, not more than three volumes at a time, twice a week; and each student of the Sophomore and Freshman Classes, not more than two volumes, once a week. They may also borrow books from the General Library, on application to the Librarian, and with the same restrictions.

196. The members of the Theological, Law, and Scientific Schools, and the Resident Graduates, may borrow three volumes at a time, four times a week, in term time, on such days, and during such hours, as the Librarian, with the advice and consent of the President, shall appoint.

197. The Undergraduates may apply for books and receive them, in term time, in the following order:—

198. The Senior and Junior Sophisters, on Mondays and Thursdays; the Sophomores, on Tuesdays; and the Freshmen, on Wednesdays;—during such hours as the Librarian, with the advice and consent of the Faculty, shall direct.



199. The times for returning books, by the members of the Theological, Law, and Scientific Schools, by Resident Graduates, and by Undergraduates, shall be the same as those appointed for borrowing them.

200. In the vacations, books may be borrowed and returned every Monday forenoon, by those students who have obtained a certificate of leave to remain in Cambridge during the vacation; as, also, by other persons than students who have a right to the use of the Library.

201. Every student, before leaving College for an expected absence of more than one week, shall return the books he may have from the Library.

202. All books borrowed by the students shall be returned on or before the Thursday immediately preceding the winter vacation.

203. Every person, without exception, having books from the Library, shall return them, as soon, at the latest, as the fourth Wednesday before Commencement; and all the books shall be retained in the Library, from and after said day, for the annual examination, till the end of the term.

204. If any student shall fail to return all the books he has borrowed from the Library, within the times specified in the three foregoing sections, he shall be subject to a fine of twenty-five cents per day for every volume unreturned.

205. If any student shall fail to comply with the other laws regulating the borrowing and returning of books, and the lending, or carrying them out of town, such student shall be reported to the President, and he shall be liable to the suspension of his privilege in the Library, or to some other penalty, at the discretion of the President.

206. If any person, other than a student, shall keep a book belonging to the Library more than three months, without renewing the same, he shall be subject to a fine of one dollar per week for every volume unreturned, after notice left at his usual place of residence or duly given by mail or otherwise; and if he fail to return all the books he has borrowed from the Library, agreeably to the provisions made for the return of books for the annual examination, he shall be liable to fine of twenty-five cents per day for every volume unreturned, and to a suspension of his privilege until the same be paid.

207. If any book borrowed from the Library be injured or defaced, by writing in it or otherwise, or be lost, the Librarian shall make immediate report of it to the President. And if the borrower be a student in either of the Schools, a



Resident Graduate, or an Undergraduate, he shall either replace it immediately with one of equal value, or be charged with the cost of it in his term bill; and, if such volume be a part of a set, the borrower shall be obliged to replace or pay for the whole set, or be charged as above; and, until this be done, he shall not be allowed to borrow any other book. If any other person shall injure, deface, or lose a book borrowed from the Library he shall make it good.

208. No student shall be admitted to the first degree, nor any resident Bachelor to a second degree, till he has produced to the President a certificate from the Librarian, that he has returned in good order, or replaced, every book that he has borrowed; or, in default thereof, has deposited with the Librarian double the value of it in money, or, if it be a part of a set, double the value of the whole set. And no student shall be permitted to take up his bond, or shall be discharged from his responsibilities by the Steward, till he has obtained from the Librarian, and exhibited to the Steward, a certificate as above described.



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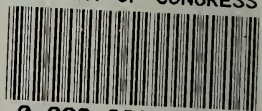








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